335 South Broadway
De Pere, WI 54115
http://www.de-pere.org

Common Council

Regular Meeting

Minutes

Tuesday, November 17, 2015 — 7:30 PM — De Pere City Hall Council Chambers

1. Call to order. The Common Council Meeting was called to order on November 17, 2015 at 7:30 PM, De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

Attendee Name	Title	Status
Michael J. Walsh	Mayor	Present
Kevin Bauer	Alderperson	Present
James Boyd	Alderperson	Present
Scott Crevier	Alderperson	Present
Michael Donovan	Alderperson	Present
Jim Kneiszel	Alderperson	Present
Larry Lueck	Alderperson	Present
Dean Raasch	Alderperson	Present
Lisa Rafferty	Alderperson	Present

2. Pledge of allegiance to the Flag.

3. Approval of the Minutes of the November 3, 2015 Common Council Meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Kneiszel, Lueck, Raasch, Rafferty

4. Public Hearing on the proposed Budget for Calendar Year 2016.

A. Presentation of 2016 Budget.

Mayor Mike Walsh presented the proposed 2016 Budget for the City of De Pere and stated that this budget is balanced and provides for the City's municipal service needs in a cost-efficient manner.

The 2016 Budget accomplishes 4 goals:

- Maintain or improve existing municipal service levels;
- Maintain or increase existing unassigned fund balance levels;
- Increase economic development opportunities throughout the community; and
- Minimize the increase in the property tax mil rate as much as possible while protecting short and long term financial integrity of the City.

The budget keeps the City of De Pere in a favorable financial state and a favorable position for the future. The City is able to maintain our level of services and to allow some help in the administration of the City. As part of the 2016 budget proposal, all City Departments were directed to submit minimal increases in expenditures, excluding capital equipment and projects, and to identify ways to decrease expenditures and to increase revenues by an additional 5%.

In 2015, the City saw even more economic growth than in 2014. There have been continued expansions, new buildings, and more interest in development. The Mayor presented the Mulva Cultural Center proposal and stated that if/when it is approved, it will help to jumpstart significant development in our downtown area.
The state continues to impose restrictions; we continue to receive state unfunded mandates which force us to either decrease services, increase fees, or find other ways to generate income. We are starting to reach a point where the service fees are not reasonable, and if we can't find other methods of revenue there will need to be a reduction in services offered by the City.

The City continues to work within restraints imposed by the State; after all City department heads submitted their budgets, the City had a deficit of $202,000 in addition to the 12% rise in insurance of $207,000 for a projected $409,000 deficit. City staff also cut $584,000 in capital projects and equipment. For many years we have continued to lose shared revenues; in 2015 we lost over $10,000. In 2016, we are projecting an increase of $2,584.00 in shared revenues. We also have an increase of $33,000 in transportation aids, water rates are going up 3%, and wastewater rates expected to increase 10%, with three years left to fund the increase for construction at NEW Water. The City received $1,962 as an increase from the expenditure restraint program.

Some significant numbers and expenditures to consider include:

- $11,846,000 for TID related projects;
- $4,662,000 for total principal scheduled for payment in 2016;
- $1,018,000 for total interest and fees for payment in 2016;
- $600,00 for a fire truck;
- $250,000 for an ambulance;
- $250,000 for Brown County Land Fill fees (up $46,000 from 2015);
- $241,000 for a sustainable green roof for City Hall which should last 50-75 years;
- $41,000 for annual reassessment of property values to help insure that all taxable assessments are updated annually and maintained at current market value and that property taxes are equitably distributed between all classes of property;
- $17,000 for a remote-controlled lawn mower to help with safety of employees by the railroad overpass on Main Street;
- $77 rate after $5.00 increase per ERU for each property for storm water utility to help fund mandates from the DNR and EPA which will require significant expenditures in future years;
- Over $150,000 to fund replacement of inefficient and obsolete technology systems and software and to upgrade security and hardware to enhance overall municipal services; and
- $61,000 for a new phone system.

Some miscellaneous items that affect the budget: 7% increase in health insurance rates; fuel is projected at $2.75/gallon for both regular and diesel; a 4% increase is projected for natural gas, and a 5% increase is projected for electricity. Parking tickets will increase from $15 to $20 and the City Newsletter will be put on the website rather than mailed to every household: a savings of $15,000. Paper copies will be available to those who want them.

Due to a collaboration of Public Works employees, a position in the department was not filled based on their input, which resulted in savings for the City of De Pere. The Mayor thanked them for their help in eliminating that position.

The entire general fund budget increases 3.05% for operating expenditures when compared with 2015. It proposes a 4.31% increase in the property tax levy, which translates into $6.65/$1,000 tax rate, which is 12 cents higher than in 2015 and a 1.79% increase. However, we received some late updated numbers on the City's assessment ratio which decreased 2.62% rather than the estimated 1%, resulting in the tax rate increasing from $6.65 to $6.75 for an overall mil rate increase of 1.79% to 3.36%. City staff discussed how to lessen the impact and we have put together some amendments we would like the Council to adopt to get the City to a 2.18% increase rather than 3.36 % increase. These amendments would change the tax rate from the proposed $6.65 to $6.67.

The Mayor thanked everyone for the work that they did on the budget and stated that the City has a reputation for being a very desirable community in which to live. It has always been his goal as Mayor to maintain De Pere as an exceptional community and to enhance what we have here. With all of us: City Council, City employees, businesses and residents all making a concerted effort, we will continue to make the City a great play to live, work and play.

City Administrator Larry Delo reviewed Budget Projection Models with the City Council. He reviewed the budget model and explained that the City estimates a 3% increase in expenditures each year; from last year to this year the overall expenditures went up 3.45%. The debt service fund includes a short term note that will be repaid in 3 months. The surplus fund balance is at $5,733,969 which is at 33% vs. general fund expenditures.
He shared two charts showing the proportion of property taxes used by each of the taxing jurisdictions within the City, separated by School District:
East De Pere School District: School District 47%; County 20%; City 29%; NWTC 3%; State 1%
West De Pere School District: School District 47%; County 20%; City 29%; NWTC 3%; State 1%
He reviewed charts showing shared revenues, general fund revenue and expenditure trends, general fund expenditures by city department, property tax levy, general obligation debt trends, debt per capita and property valuation.

City Finance Director Joe Zegers reviewed amendments made to the executive budget to reduce the tax rate increase:

- Decrease in Police outlay of $35,000;
- Decrease in Fire Department Overtime of $5,000;
- Increase in street maintenance from Brown County of $1,000;
- Decrease of contractual services from Park and Rec by moving $20,000 to the Public Land Acquisition Fund for the Aquatic Center Site study;
- Decrease capital outlay by $25,000 for repairing Legion Park Baby Pool (the repairs were completed in 2015);
- Increase in General Transportation Aids of $33,091;
- Increase in Connecting Highway Aids of $731;

- Increase in parking violations for a projected $15,000 increase in revenue;
- Short term borrowing note decreases from $270,000 to $147,000; and
- Decrease in municipal share to our TID districts of $9,822 (the levy decreases by $123,000 which is why we experienced this decrease).

All changes were implemented to bring the tax rate down and result in a decrease in short term borrowing, which will decrease the tax levy $133,000, which results in the 3.36% increase in tax rate lowering to a 2.18% increase in tax rate.

City Administrator Larry Delo presented the new budget model including the amendments presented by Finance Director Joe Zegers.

B. Notice of Public Hearing.

City Clerk-Treasurer Shana Ledvina announced that the public hearing was published in the Green Bay Press Gazette on November 2, 2015.

C. Approval of proposed 2016 Budget.

Mayor declared the public hearing open; no one wished to speak and he declared the public hearing closed and entertained a motion.
Alderperson Boyd moved, seconded by Alderperson Bauer to approve the 2016 Budget. Alderperson Bauer moved, seconded by Alderperson Raasch to approve the amendments to the budget presented by City Finance Director Joe Zegers. Upon vote, motion carried unanimously. Upon vote on the motion to approve the 2016 Budget, motion carried unanimously.

D. Resolution #15-125, Adoption of Tax Levy for City Purposes to Support the 2016 City Budget.

Alderperson Lueck moved, seconded by Alderperson Rafferty to approve Resolution 15-125. Upon roll call vote, motion carried unanimously. Mayor Walsh thanked everyone for their help in putting together the budget.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Kneiszel, Lueck, Raasch, Rafferty

5. Public comment upon matters not on the agenda or other announcements.

Alderperson Raasch announced an Assembly Bill that is making its way through the State Legislature which would supply veterans with free license plates and anyone who is honorably discharged will have the ability to get a vanity license plate displaying their branch of service without paying the special fee.

Alderperson Bauer shared some positive changes that were made to the recycling program in Brown County allowing for more recycling of plastic; citizens can visit browncountyrecycling.org for more information. He also shared that any plastic bags, packing pillows, or films can be recycled at many local stores.

6. Recommendation from the Board of Park Commissioners to accept a Project Proposal to build informational signs for Voyageur Park by an Eagle Scout.

Alderperson Donovan moved, seconded by Alderperson Rafferty to open the meeting. Upon vote, motion carried unanimously. Joel Mommaerts came forward and explained his Eagle Scout project to the Council. The signs will be plastic composite material with weatherproof plexiglass over the top, allowing for information to be changed and updated within the sign. Mayor Walsh thanked Joel for coming forward and for doing the project. Alderperson Rafferty moved, seconded by Alderperson Kneiszel to close the meeting. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Kneiszel, Lueck, Raasch, Rafferty

7. Recommendation from the Finance Committee to accept the following donations to the Fire Department: Alderperson Donovan moved, seconded by Alderperson Raasch to approve all three donations. Upon vote, motion carried unanimously.

   A. Smoke detectors from Professional Fire Fighters of Wisconsin.

   B. Smoke & carbon monoxide detectors from Jarden Safety Company.

   C. Smoke & carbon monoxide detectors from FM Global.

8. Resolution #15-126, Authorizing Amendments to $2,450,000 City of De Pere, Brown County, Wisconsin Industrial Development Revenue Bond (Wash World Inc. Project) Series 2013 Bonds (the "Bonds").

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael Donovan, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Kneiszel, Lueck, Raasch, Rafferty

9. Resolution #15-127, Disallowance of Claim (St. Norbert College).

   Alderperson Crevier stated that he will abstain from voting on this item.

RESULT:	**ADOPTED [7 TO 0]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Bauer, Boyd, Donovan, Kneiszel, Lueck, Raasch, Rafferty
ABSTAIN:	Scott Crevier

10. Resolution #15-128, Authorizing Amended WISCORS Cooperative Agreement Between the State of Wisconsin Department of Transportation and the City of De Pere.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Kevin Bauer, Alderperson
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Kneiszel, Lueck, Raasch, Rafferty

11. Resolution #15-129, Authorizing Memorandum of Understanding for Cost Sharing of GIS/Webmapping Services.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Kneiszel, Lueck, Raasch, Rafferty

12. Voucher Approval.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Kneiszel, Lueck, Raasch, Rafferty

13. Operator License Applications.

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ITEM	NAME	ADDRESS	CITY	ST	ZIP
Previously Tabled Operator Licenses					
1	WALENTOWSKI II, PHILLIP A.	24 WENDY WAY	MENASHA	WI	54952
2	DECLEENE, STEVEN L.	1334 SCHEURING ROAD	DE PERE	WI	54115
New Operator License Applications for the 2014-2016 Licensing Period					
1	BAUMANN, MIKE C.	2806 VIKING DR., APT. 313	GREEN BAY	WI	54304
2	BROOKS, CHELSIE A.	1380 SUBURBAN AVE.	GREEN BAY	WI	54304
3	DORSEY, WILLIAM G.	325 CRESTVIEW LN.	DE PERE	WI	54115
4	FERGUSON, SARA M.	819 HOWARD ST.	GREEN BAY	WI	54303
5	HEATH, MICHELE L.	527 COTTAGE GROVE	GREEN BAY	WI	54304
6	LARSON, JOSEPH A.	653 BORVAN AVE.	GREEN BAY	WI	54304
7	LIESNER, VICKIE K.	1312 SCHEURING RD.	DE PERE	WI	54115
8	MCFADZEN, KATHLEEN L.	1280 SCHEURING RD., #6	DE PERE	WI	54115
9	RASNER, OLIVIA M.	1807 BUNKER HILL CT.	DE PERE	WI	54115
10	WERNER, CAMERON B.	334 1/2 MAIN AVE.	DE PERE	WI	54115

Alderperson Bauer moved, seconded by Alderperson Raasch to approve Previously Tabled Operator License Applications #1 and 2. Upon vote, motion carried unanimously.
Alderperson Bauer moved, seconded by Alderperson Boyd to approve Operator License Applications #1-8 and to table Operator License Applications #9-10. Upon vote, motion carried unanimously.

14. Future Agenda Items. None.

15. Adjournment. Alderperson Kneiszel moved, seconded by Alderperson Rafferty to adjourn the meeting at 8:26 p.m. Upon vote, motion carried unanimously.

Respectfully submitted,

Shana Ledvina, Clerk-Treasurer